

# Risk Assessment Document for (AIRE) Association of Irish Riding Establishments

This risk assessment considers the potential for harm to come to children whilst they are in *A.I.R.E.* care. This risk assessment precedes the Child Safeguarding Statement (Section 11 (1b) Children First Act 2015) which is developed following this risk assessment process. In accordance with the requirements of Section 11 (1) of the Children First Act 2015 the risk is of abuse and not general health and safety risk (covered under a separate H&S policy and risk assessment).

**Section 11 (1) of the Children First Act 2015 states that where a person proposes to operate as a provider of a relevant service, he or she shall, within 3 months from the date on which he or she commences as such a provider —**

- (a) Undertake an assessment of any potential for harm to a child while availing of the service (in this section referred to as a “risk”).

Potential risk of harm to children	Likelihood of harm happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club/Region/National	Mitigating Factors presently In place /adhered to	Further Actions
<b>CLUB &amp; COACHING PRACTICES</b>					
Lack of coaching qualification	H	<ul style="list-style-type: none"> <li>Safeguarding Training Policy</li> <li>Recruitment policy</li> </ul>	(AIRE) Association of Irish Riding Establishments	<i>AIRE requires minimum of BHS Stage 2 &amp; PTT qualification with G.V, Sg1 and current First Aid</i>	<i>Ongoing Review</i>
Supervision issues	M - H	<ul style="list-style-type: none"> <li>Supervision policy</li> <li>Code of Conduct</li> </ul>	(AIRE) Association of Irish Riding Establishments	<i>AIRE recommend a maximum of 8 children in a class/ride.</i>	<i>Ongoing Review</i>
Unauthorised photography & recording activities	H	<ul style="list-style-type: none"> <li>Photography and Use of Images policy</li> </ul>	(AIRE) Association of Irish Riding Establishments	AIRE adhere to Code of Conduct Policy	<i>Centres should consider using Consent Form</i>
Behavioural Issues	H	<ul style="list-style-type: none"> <li>Code of Conduct</li> <li>Safeguarding Training Policy</li> <li>Complaints &amp; Disciplinary policy</li> </ul>	(AIRE) Association of Irish Riding Establishments	AIRE make Code of Conduct available to Athletes and Coaches	<i>Ongoing Review</i>
Lack of gender balance amongst coaches	H	<ul style="list-style-type: none"> <li>Recruitment Policy</li> <li>Supervision policy</li> </ul>	(AIRE) Association of Irish Riding Establishments	AIRE endeavour to have a Gender Balance	<i>Ongoing Review</i>
<b>COMPLAINTS &amp; DISCIPLINE</b>					

Potential risk of harm to children	Likelihood of harm happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club/Region/National	Mitigating Factors presently In place /adhered to	Further Actions
Lack of awareness of a Complaints & Disciplinary policy	H	<ul style="list-style-type: none"> <li>Complaints &amp; Disciplinary procedure/policy</li> <li>Communications procedure</li> </ul>	(AIRE) Association of Irish Riding Establishments	Trained National Children's Officer in place & Centres advised to have same.	Ongoing Review
Difficulty in raising an issue by child & or parent Reason: Covered above	H	<ul style="list-style-type: none"> <li>Complaints &amp; Disciplinary procedure/policy</li> <li>Communications procedure</li> </ul>	(AIRE) Association of Irish Riding Establishments	Trained National Children's Officer in place & Centres advised to have same.	Ongoing Review
Complaints not being dealt with seriously	M	<ul style="list-style-type: none"> <li>Complaints &amp; Disciplinary procedure/policy</li> </ul>	(AIRE) Association of Irish Riding Establishments	Trained National Children's Officer in place & Centres advised to have same.	Ongoing Review
<b>REPORTING PROCEDURES</b>					
Lack of knowledge of organisational and statutory reporting procedures	M	<ul style="list-style-type: none"> <li>Reporting procedures/policy</li> <li>Coach education policy</li> <li>Code of Conduct /Behaviour</li> </ul>	(AIRE) Association of Irish Riding Establishments & Horse Sport Ireland	AIRE have Children's Officer in place. All staff are required to have Safeguarding 1.	Ongoing Review
No Mandated Person appointed	L	<ul style="list-style-type: none"> <li>Reporting procedures/policy</li> </ul>	H.S.I	Mandated Person is appointed and known to AIRE	Ongoing Review
No DLP Appointed	L	<ul style="list-style-type: none"> <li>Reporting procedures/policy</li> </ul>	H.S.I	D.L.P is appointed by AIRE and nominated by H.S.I.	Ongoing Review
No NCO Appointed	L	<ul style="list-style-type: none"> <li>Reporting procedures/policy</li> </ul>	(AIRE) Association of Irish Riding Establishments	N.C.O is appointed by AIRE and nominated by H.S.I.	Ongoing Review
Concerns of abuse or harm not reported	M	<ul style="list-style-type: none"> <li>Reporting procedures/policy</li> <li>Safeguarding Training Policy</li> </ul>	(AIRE) Association of Irish Riding Establishments	All Instructors must have Sg1. Children's Officer in place.	Ongoing Review
Not clear who young people should talk to or report to	H	<ul style="list-style-type: none"> <li>Code of Ethics Document</li> <li>Safeguarding Training Policy</li> </ul>	(AIRE) Association of Irish Riding Establishments	Children's Officer in place. Staff must have Safeguarding 1.	Ongoing Review
<b>FACILITIES</b>					
Unauthorised access to designated children's play & practice areas and to	H	<ul style="list-style-type: none"> <li>Supervision policy</li> <li>Coach education</li> </ul>	(AIRE) Association of Irish Riding Establishments	Clarify responsibilities before session starts	Ongoing Review

Potential risk of harm to children	Likelihood of harm happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club/Region/National	Mitigating Factors presently In place /adhered to	Further Actions
changing rooms, showers, toilets etc.					
Unauthorised exit from children's areas	H	<ul style="list-style-type: none"> <li>Supervision policy</li> <li>Coach education</li> </ul>	(AIRE) Association of Irish Riding Establishments	Clarify responsibilities before session starts	Ongoing Review
Photography, filming or recording in prohibited areas	H	<ul style="list-style-type: none"> <li>Photography policy and use of devices in private zones</li> </ul>	(AIRE) Association of Irish Riding Establishments	Enforce policy in private changing and wet areas	Ongoing Review
Missing or found child on site	H	<ul style="list-style-type: none"> <li>Missing or found child policy</li> </ul>	(AIRE) Association of Irish Riding Establishments	Refer to policy and inform Gardai	Ongoing Review
Children sharing facilities with adults e.g. dressing room, showers etc.	H	<ul style="list-style-type: none"> <li>Safeguarding policy</li> </ul>	(AIRE) Association of Irish Riding Establishments	Plan with facilities management to create a suitable child centred environment in shared facilities	Ongoing Review
<b>RECRUITMENT</b>					
Recruitment of inappropriate people	H	<ul style="list-style-type: none"> <li>Recruitment policy</li> </ul>	(AIRE) Association of Irish Riding Establishments	All Instructors must have Sg1, Garda Vetting & First Aid	Ongoing Review
Lack of clarity on roles	H	<ul style="list-style-type: none"> <li>Recruitment policy</li> </ul>	(AIRE) Association of Irish Riding Establishments	All Instructors must have Sg1, Garda Vetting & First Aid	Ongoing Review
Unqualified or untrained people in voluntary roles	H	<ul style="list-style-type: none"> <li>Recruitment policy</li> </ul>	(AIRE) Association of Irish Riding Establishments	All Instructors must have Sg1, Garda Vetting & First Aid	Ongoing Review
<b>COMMUNICATIONS AND SOCIAL MEDIA</b>					
Lack of awareness of 'risk of harm' with members and visitors	H	<ul style="list-style-type: none"> <li>Child Safeguarding Statement</li> <li>Training policy</li> </ul>	(AIRE) Association of Irish Riding Establishments & H.S.I..	Communicate Child Safeguarding Statement	Ongoing Review
No communication of Child Safeguarding Statement or Code of Behaviour to members or visitors	H	<ul style="list-style-type: none"> <li>Child Safeguarding Statement – display</li> <li>Code of Behaviour - distribute</li> </ul>	(AIRE) Association of Irish Riding Establishments and H.S.I.	Communicate Child Safeguarding Statement	Consider Consent Form

Potential risk of harm to children	Likelihood of harm happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club/Region/National	Mitigating Factors presently In place /adhered to	Further Actions
Unauthorised photography & recording of activities	H	<ul style="list-style-type: none"> <li>Photography and Use of Images policy</li> </ul>	(AIRE) Association of Irish Riding Establishments	Photography policy	Consider Consent Form
Inappropriate use of social media and communications by under 18's	H	<ul style="list-style-type: none"> <li>Photography and Use of Images policy</li> <li>Code of conduct</li> </ul>	(AIRE) Association of Irish Riding Establishments	Childrens code of conduct	Consider Consent Form
Inappropriate use of social media and communications with under 18's	H	<ul style="list-style-type: none"> <li>Photography and Use of Images policy</li> <li>Code of conduct</li> </ul>	(AIRE) Association of Irish Riding Establishments	Childrens code of conduct	Consider Consent Form
<b>GENERAL RISK OF HARM</b>					
Harm not being recognised		<ul style="list-style-type: none"> <li>Safeguarding policy</li> <li>Child Safeguarding Training</li> </ul>	(AIRE) Association of Irish Riding Establishments	<i>In AIRE Approved centres all staff should have Safeguarding 1.</i>	Ongoing Review
Harm caused by <ul style="list-style-type: none"> <li>child to child</li> <li>coach to child</li> <li>volunteer to child</li> <li>member to child</li> <li>visitor to child</li> </ul>		<ul style="list-style-type: none"> <li>Code of Ethics</li> <li>Safeguarding Training Policy</li> </ul>	(AIRE) Association of Irish Riding Establishments	<i>In AIRE Approved centres all staff should have Safeguarding 1.</i>	Ongoing Review
General behavioural issues		<ul style="list-style-type: none"> <li>Code of Conduct</li> </ul>	(AIRE) Association of Irish Riding Establishments	AIRE adopt H.S.I.Code of Ethics, centres advised to copy.	Ongoing Review

This Risk Assessment document has been discussed and completed by (AIRE) Association of Irish Riding Establishments on: 29<sup>th</sup> September 2023. \*The risk assessment for purposes of the Children First Act 2015 and the organisations Child Safeguarding Statement will be reviewed every two years.

Anyone who has a concern about the welfare of a child or the behaviour of an adult towards a child or young person is required to refer this to the AIRE Safeguarding Officers. They can be contacted at the below details:

**Riding Centre Name:** Carrickmines Equestrian Centre

**Name:** John O'Leary

**Role:** *Children's Officer*

**Date:** 29<sup>th</sup> September 2023

### Explanation of terms used:

- **Potential risk of harm to children** – these are identified risks of harm to children whilst accessing activities in the Affiliate
- **Likelihood of harm happening** – the likelihood of the risk occurring in the Affiliate measured by you as Low, Medium or High.
- **Required Policy, Guidance and Procedure document** – indication of the policy required to alleviate the risk.
- **Responsibility** – provider should indicate where the responsibility for alleviating the risk lies.
- **Further action** - indicates further action that might be necessary to alleviate any risk ongoing.
- **Mitigating Factors presently In place /adhered to** - The steps you take to alleviate risks presently
- **NGB** – National Governing Body
- **NCO** – National Children's Officer
- **MP** – Mandated Person (Appointed by the NGB as a requirement under the Children's First Act 2015)